



OFFICIAL RESPONSES TO VENDOR QUESTIONS RFP-2021-DLTSS-03-DESIG

No.	Question	Answer
1.	Section 4.2.4 Costs: Would staff training in anticipation of opening be considered a startup expense or a wage that could be including in operating expenses?	See RFP Addendum # 2.
2.	Section 4.2.4 Costs: Would equipment, furniture and equipment purchased in anticipation of delivery of services and intended to be used after the facility opens, be considered startup expenses.	See RFP Addendum # 2.
3.	Section 4. Finance: Are general funds available in excess of the funds available from an individual's personal income source (most likely and notably SSI) to pay the likely facility operating costs that exceed personal funds? Or is it the intent that personal funds must be used as sole source to pay room and board?	It is the intent that personal funds are the primary source to pay an individual's room and board. There may be additional revenue streams that the vendor may have access to that will help provide payment for such costs. All facility operating costs should be included in the proposal for the Department to evaluate.
4.	Appendix D: Is there a better definition of what goes into room & board versus other direct costs?	See Addendum #2. Room and board are noted as (residential fees) in the RFP and attached Appendix F.

**New Hampshire Department of Health and Human Services
Designated Receiving Facility for Developmental Services**



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5.	Section 4 Finance: What is the expectation of the Department regarding voluntary admission budgets and how is the rate negotiated and can the Area Agency change budget based on their perception of services needed?	The expectation is that the contracted vendor will work with area agency to determine an individualized service plan and budget based on the needs of the person.
6.	Section 3.2: Regarding having one bed open at all times – what happens when there are 5 residents and an involuntary admission fills the empty bed?	The expectation is that the team will work on a plan to discharge the most appropriate resident. When writing the RFP we did a utilization lookback. The existing model has been meeting the capacity needs of the state.
7.	Section 4 Finance: Will there be consideration to include startup funds for facility and hiring/training staff included in RFP?	Yes. See RFP Addendum #2.
8.	Section 4 Finance: Could you please provide further clarification as to whether startup costs will be paid?	See Addendum #2 and RFP Section 4.2.1, 4.2.3, and Appendix D.
9.	General: The RFP requires a no reject but leaves open the question of negotiation of appropriate rate with the Area Agencies when the admission is considered voluntary. Is the idea, as it relates to voluntary admissions, that the DRF would be able to reject an intake if an agreement on price cannot be reached?	No. Section 3.2.4 of the RFP specifically states that the selected vendor is prohibited from refusing to accept individuals referred for voluntary admission by the Department. See also the answer to question 5 above.